

Entering Hepatitis into CHES

Hepatitis results must be entered in CHES under **Data Entry** as **Morbidity Reports**. Please refer to the current year's list of SC Reportable Conditions for reportable hepatitis conditions.

From the **CHES Dashboard**, begin data entry of Hepatitis, by selecting **Data Entry -> Morbidity Report**.

On the **Patient** page, enter demographic information that includes:

1. Patient's name
2. Patient Address, including County
3. Phone number
4. Date of birth
5. Sex
6. Social Security Number, if available
7. Ethnicity and race

Next, click on the **Report Information** tab and enter lab results to include:

- a. Condition: Hepatitis
- b. Date of Morbidity Report (date that you are entering the information into CHES)
- c. Provider
- d. Date of Onset (date symptoms began)
- e. Date of Diagnosis (date lab test completed)
- f. Did patient die from this illness?
- g. Was the patient hospitalized for this illness?
- h. Pregnant (for all female patients of any age)
- i. Collection Date (when the specimen was collected)
- j. Lab Report Date (when the lab test was completed)
- k. Resulted Test (Perform a for **Hepatitis** by type (i.e. Hepatitis B). Select the test that the lab resulted.)
- l. Specimen Information (i.e. blood)
- m. Result (Coded, Numeric, or Text)
 - i. Coded: word to describe result (i.e. positive)
 - ii. Numeric: number and unit of measurement
 - iii. Text: free text the results listed on the lab report
- n. Result Comments (If the lab performed a Hepatitis panel, but other Hepatitis tests were negative, then use this space to free text the name and result of other Hepatitis tests.)
- o. Select the **Add Lab Report** button before moving to the Treatment Information.
- p. Treatment (if given)
 - a. Treatment Date (date that the patient was given prescription or injection)
 - b. Treatment (Select the generic drug name and dose from the drop down menu. If the dose for the drug is not what was given, type in Other. Boxes will pop up allowing entry of special dosing information. Note: All drugs must be in the list and are generic, not brand name.)
 - c. Select the Add Treatment button before moving to Submit.
- q. **Administrative Comments:** free text box for additional information (i.e. provider name, if not listed above).
- r. Press **Submit** button to send the report to DHEC.